

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, JULY 12, 2018**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Ms. Joan London, Borough Solicitor, KS – Arriving at 8:20 PM  
Ms. Pamela Stevens, Borough Engineer, SDE  
Mr. Gregory Zawilla, Borough Mayor  
Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Mr. Michael Clemens, Borough Resident  
Mr. Valdis Laxis, Reading Eagle

**ABSENT:** Mr. Michael Fritz, Councilman

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert May, at 7:30 PM.

**APPROVAL OF MINUTES:** The minutes from the June 14, 2018 meeting were distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

**TREASURER’S REPORT:** The treasurer’s report was distributed to the members of Council prior to the meeting for their review. There were no questions, corrections or clarifications to the report. **MOTION:** Mr. Warren Lubenow made the motion to accept the treasurer’s report as presented and file it for audit; seconded by Rev. Bennethum; all were in favor and the motion carried.

**GENERAL:** 334,681.82 **RESERVE:** \$74,324.80 **SEWER:** \$223,140.03 **LIQUID FUELS:** \$278,429.52 **FIRE TAX:** \$42,997.07  
**FIRE ESCROW:** \$24,079.30

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification from the general fund, sewer fund and fire tax fund were presented to Council for their review. There were no questions or clarifications to the list of bills that were provided for review. Bills requiring payment and ratification from the general fund totaled \$69,420.16. Bills requiring payment and ratification from the sewer fund totaled \$6,412.56. Bills requiring payment from the fire tax fund totaled \$32,000.00. **MOTION:** Mr. Davidson made the motion to approve all bills for payment and ratification; seconded by Mr. David Eggert; all were in favor and the motion carried.

**PUBLIC HEARINGS, PETITIONS:**

**MICHAEL CLEMENS** - Mr. Clemens resides at 3450 Jacksonwald Avenue. He presented before Council with a couple of concerns. His first concern was grass in the street which he feels is a safety concern especially for bicycle riders and motorcycle riders. He indicated that he feels that the Borough should be going after those who are indeed blowing their grass into the street. Mr. May indicated that the Borough's MS 4 permit would require the Borough to actively go after those who are doing this because of the grass getting into the stormwater system however the Borough has received a waiver on the MS4 permit for a period of five years. Mr. Clemens indicated that he understands the importance of the grass getting into the stormwater system however he thinks that this presents a danger especially to motorcycle drivers. Ms. Leinbach indicated that the Borough will be working on a quality of life ordinance which will allow the Borough office to issue tickets on the spot without having to go through the district justice which makes enforcement a little bit easier. Secondly, Mr. Clemens indicated that he has repeatedly asked for copies of an ordinance that does not permit boats on the street. A copy will be sent to him. He was visited by the police and was told that this was not permitted. Mr. Clemens indicated that he feels that the grass clippings on the street should be just as enforceable as the boat on the street. Once again Ms. Leinbach indicated that this will be addressed in the quality of life ordinance.

**REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS**

**PLANNING COMMISSION** - The Planning Commission did meet in June and various issues were discussed including McDonalds, Exeter Supply and Turkey Hill as well as a nuisance of outdoor burning.

**MUNICIPAL LANDS** - Ms. Stevens had with her this evening a draft plan of the water shed property. Ms. Stevens also noted she would like to have Ms. London's input on the request made by Mr. Stillman who presented a few months ago looking for an easement to access his land through the Borough land. Also Ms. Stevens would like to review the agreement with Berks Nature with regard to the placement of the leaf dump for recycling. The land will be staked and perhaps Mr. Larry Lloyd from Berks Nature should be contacted to accompany the surveyor through the land.

**TURKEY HILL** - The zoning letter has been sent out to the property owner.

**MCDONALDS** - The plans were received however sidewalk was included on this plan. Sidewalk would require an HOP from PennDOT. They may be resubmitting plans eliminating the sidewalks.

**EXETER SUPPLY** - Plans have been submitted. Ms. Stevens indicated that these plans were very well done and approval will most likely be issued to move forward from a zoning perspective.

**OUTDOOR BURNING** - The Planning Commission discussed this issue. There is a burn ordinance and it was decided that this would be a police matter.

**NO PARKING ORDINANCE** - This ordinance is going to be reopened. A hand out of potential streets to add to this ordinance were distributed to Council. There were also maps included with this to explain further why this is necessary. There was a lengthy discussion with regard to these proposed no parking areas. In addition there was a discussion about Patton Street; Council decided to go with no parking on the north side of Patton 282' from Walnut Street. **MOTION:** Mr. Eggert made the motion authorizing all of the proposed no parking areas that were presented to Council from the list that is part of the official minutes; seconded by Mr. Davidson; the motion was amended to include no parking in front of 28 Walnut Street; motion was amended again to authorize advertisement of this ordinance which will be Ordinance 440; seconded by Mr. Davidson; all were in favor and the motion carried.

**EASEMENT** - Upon Ms. London's arrival the easement for Mr. Stillman was discussed. Ms. London recommended that the easement must be a description of a path for pedestrian use only and include dimensions. This should be recorded on the drawing and filed with the recorder of deeds. Ms. Stevens would like to borrow Mr. Stillman's plan again to get more information that is needed for the easement.

ST. LAWRENCE BOROUGH COUNCIL

**REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUDT**

**SEWER** - Ms. London indicated that the Borough had a meeting with PA American. She would like to have an executive session to discuss in details.

**POS of A** - The POS of A agreement has been prepared. It was approved at last month's meeting. This will be signed and sent to the POS of A for their signatures.

**STORMWATER MAINTENANCE OPERATIONS** - Agreements will be prepared for 33 N. Bingaman Street and 11 Ranor Ct for maintenance of the stormwater facilities.

**ACRYLABS** - The Conditional Use Decision gave them two years to have sidewalks installed. It was the property owner's understanding that they had two years from the date that they moved into the facility however it is the Borough's understanding that it is two years from the date of the decision which has passed. Ms. Leinbach will work with Ms. London to get a letter out to the property owner for installation of the sidewalks. They will be given 60 days to get the sidewalks installed.

**VOLUNTEER FIREFIGHTERS ORDINANCE** - The draft volunteer firefighters ordinance was distributed to the members of Council for review. Mr. May suggested that instead of going through this process that the individuals will be reimbursed a percentage of the property taxes paid after they have paid the taxes. This will be discussed further at the August meeting.

**BUDGET & FINANCE**

**TAX COLLECTOR 2016 AUDIT** - The 2016 audit of the tax collector was presented to Council for review. There were no questions, corrections or clarifications to the audit and there were no findings.

**MOTION:** Mr. Lubenow made the motion to accept the audit of the tax collector; seconded by Mr. Davidson; all were in favor and the motion carried.

**PLANNING COMMISSION**

The Planning Commission did meet and discussed the various projects with McDonalds, Turkey Hill and Exeter Supply.

**RECREATION - DAVID EGGERT**

Mr. Eggert reported that the attendance at the playground started out really slow but has picked up. The morning attendance is averaging 10-12 children and the evening attendance is averaging 18-22 children.

**EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT**

Mr. Eggert reported that he did purchase a new radio at a cost of \$657.46. This new radio will be in service sometime in November.

**ZONING HEARING BOARD**

**RESOLUTION 803-2018** - Resolution 803-2018 appoints Mr. Matthew Livingood and Mrs. Kristen Livingood as alternates to the Zoning Hearing Board in the absence of a regular member. **MOTION:** Mr. Eggert made the motion to adopt Resolution 803-2018 appointing alternates to the Zoning Hearing Board; seconded by Mr. Davidson; all were in favor and the motion carried.

**NEWSLETTER**

The next newsletter will most likely go out at the end of August containing all of the fall information. There was a discussion about the fireworks and the new state law. There have been numerous complaints about the fireworks this month. It was determined that there are very few properties in the Borough where these fireworks could actually be set off from since the law states it must be 150 feet from any structure. We will encourage residents to call the non-emergency number to report all incidences of fireworks in the future.

**LIBRARY LIAISON**

Mr. Lubenow asked that during the budget process that the Borough consider giving \$5.00 per person since that is what Exeter is giving. This will be discussed further during the budget process.

**EXECUTIVE SESSION: MOTION:** Mr. Eggert made the motion to go into executive session to discuss sewer; seconded by Mr. Davidson; all were in favor and the motion carried. Council went into executive session at 8:48 PM. Council came out of executive session at 9:08 PM.

**ADJOURNMENT: MOTION:** Mr. Lubenow made the motion to adjourn; seconded by Mr. Eggert; all were in favor and the motion carried. The St. Lawrence Borough Council adjourned at 9:08 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary